

**BOARD OF TRUSTEES
BOARD MEETING
November 5, 2012
9:00 a.m. – 5:30 p.m. (estimated)
Minutes**

Location: Room 249 Edwards Campus, Edwards, Co.

I. Introductory Items

A. Call to Order

The meeting was called to order at 9:00 am

B. Roll Call

Roll was called:

Glenn Davis
Pat Chlouber
Ken Brenner
Bob Taylor
Mary Ellen Denomy
Kathy Goudy
Anne Freedman has an excused absence

C. Pledge of Allegiance

The Pledge of Allegiance was recited

D. Reading of Mission, Vision, and Values

Board President Glenn Davis reviewed the Mission, Vision and Values of Colorado Mountain College.

E. Public Comment

Kathy Brendza, Cookie Flaum, and Dr. Susan Mitchell from the Edwards campus Advisory committee spoke to the Board about their activities.

F. Approval of Agenda

Additions/Deletions

ACTION: Trustee Goudy Moved to Approve the Agenda as written; Trustee Chlouber Seconded the Motion and it carried unanimously.

G. Approval of Minutes

Trustee Chlouber stated she was not comfortable hiring an outside consultant for strategic planning, and Trustee Taylor was added to the Strategic Planning Task Force. These need to be added to the retreat notes. The word indulge needs to be changed to "not act upon".

ACTION: Trustee Chlouber Moved to Approve the Minutes with the above amendments ; Trustee Taylor Seconded the Motion and it carried unanimously.

II. Executive Session:

ACTION: Trustee Brenner Moved to enter Executive Session:

- A. For discussion of a personnel matter, under C.R.S. Section 24-6-402(4)(f), except that executive session cannot be held for discussion:**
- **of an employee, where the employee has requested discussion of the matter in open session;**
 - **concerning any member of the Board or the appointment of any person to fill a Board position;**
 - **of personnel policies that do not require the discussion of matters personal to particular employees.**

To discuss the Presidential Evaluation

- B. Conferences with an attorney for purposes of receiving legal advice on specific legal questions, provided that the mere presence or participation of an attorney at an executive session is not sufficient to satisfy the requirements of this section.**
- C. Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators.**

The issue to be discussed is the SourceGas matter and Sale of 831 Grand Ave.

Trustee Goudy Seconded the Motion and it carried unanimously.

After the Board exited Executive Session, the Board President Glenn Davis recited the following:

The time is now 10:57 am, and the executive session has been concluded. No formal action was taken in executive session. The participants in executive session were: myself, Glenn Davis as the presiding officer, Pat Chlouber, Kathy Goudy, Mary Ellen Denomy, Ken Brenner, Bob Taylor, Barbara Green, John Sullivan, Glenn Chadwick and Debbie Novak. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.

III. Consent Agenda

ACTION: Trustee Denomy Moved to move items A & C (Year End Financials and the Approval of the Deed of Dedication for Right of Way) from the Consent Agenda to Action Items; Trustee Goudy Seconded the Motion and it carried unanimously.

ACTION: Trustee Denomy Moved to Approve the Consent Agenda (Item B only, Chamber of Commerce lease); Trustee Goudy Seconded the Motion and it carried unanimously

Item A: Year End Financials: Trustee Denomy asked to table the acceptance of year end financials until after the Auditor's statement in December. The audit committee will review the statement and over/under reserves beforehand.

ACTION: the item was tabled until the December Board Meeting.

Item C: Deed of Dedication of right of way, Alpine Campus: The Board discussed the draft Resolution in the Board packet. Trustee Denomy asked to remove the verbiage "alternatively, CMC's Purchasing Manager" and add "and Glenn Davis, Board President" to the resolution, so that signature will be required by both President Jensen and Board Chair Davis.

ACTION: Trustee Denomy Moved to Approve the Resolution Approving the Execution of a Deed of Dedication as amended above; Trustee Brenner Seconded the Motion and it carried unanimously.

IV. Old Business

A. ACTION ITEMS

1. Approval of Sale of 831 Grand Ave.

ACTION: Trustee Denomy Moved to Approve the Resolution to move forward with sale of 831 Grand Ave., Glenwood Springs subject to a counter offer to be made by our attorneys, and subject to final board approval; Trustee Chlouber Seconded the Motion and it carried unanimously.

2. Real Property Policy

ACTION: Trustee Denomy Moved to Approve the Real Property Policy; Trustee Goudy Seconded the Motion and it carried unanimously.

3. Approval of Bachelor's Degree Tuition Waiver

ACTION: Trustee Brenner Moved to Approve the Bachelor's Degree Tuition Waiver with addition of the verbiage "with space available"; Trustee Taylor Seconded the Motion and it carried unanimously.

Board Direction: Trustee Goudy requested that CLT evaluate the possibility of including non-credit classes and/or offering work time to take the classes, and adding "absent justifiable reason to drop the class" in the portion about the employee reimbursing the College.

5. Approval of Domestic Partner Health Benefits – Tabled

The Trustees discussed what criteria would be used to decide what constitutes a domestic partner. Bobby Oddy from Willis was in attendance and spoke to the issue. The Colorado Employer Benefit Trust (CEBT) board has approved acknowledging domestic partnership as insurance dependents. There are other colleges that have done this already. Mr. Oddy has been advocating for his board to give colleges the option to cover domestic partners. The CEBT Board will be establishing minimum or basic standards, and each College can add additional criteria as it may deem appropriate. The State of Colorado already covers domestic partners and its criteria and paperwork are available. Some criteria might be: a long standing relationship, common household, common bank accounts, etc. Basic requirements and a form will be worked out by the late January meeting. Trustee Goudy mentioned we need to consider the fact Colorado is a common law state. Children of domestic partners will also be a factor. Trustee Brenner asked for information on the financial impact of providing the benefit.

ACTION: Trustee Brenner Moved to table the Domestic Partner Health Benefits, although the board is receptive to providing benefits to Domestic Partners, until we have more criteria information from our insurance carrier at the meeting on January 28th; Trustee Goudy Seconded the Motion and it carried unanimously.

4. Approval of Domestic Partner Tuition Waiver

ACTION: Trustee Brenner Moved to table the Domestic Partner Tuition Waiver, although the board is receptive to acknowledging Domestic Partners, until we have more criteria information from our insurance carrier at the meeting on January 28th; Trustee Goudy Seconded the Motion and it carried unanimously.

6. Sprint Lease Amendment

College Counsel Julie Hanson stated she is still working on the details of this amendment; how we are paying Sprint for the move is the sticking point. Sprint wants to charge interest on rental abatement. The term of the amended lease has not been agreed. Trustee Denomy stated that she is not comfortable voting on an amendment we do not have fully negotiated yet. Trustee Brenner would like to see all costs.

Board Direction: Board President Davis stated that all costs should be part of the packet when an action has been requested by staff.

ACTION: Trustee Denomy Moved to Table the Sprint Lease Amendment until we have an amendment in writing (December BOT meeting); Trustee Goudy Seconded the Motion and it carried unanimously.

7. Approval of Energy Impact Grant Application

Campus VP Mike Simon explained to the Board the plans for the Hayden Homestead. The Energy Impact Grant needs Board Approval so the College can apply for the grant.

ACTION: Trustee Chlouber Moved to Approve the Resolution Authorizing the Application to the Department of Local Affairs by the Timberline Campus for Grant Funds; Trustee Goudy Seconded the Motion and it carried unanimously.

8. Approval of State of Colorado Performance Contract -

Senate Bill 11-052, enacted in 2011, includes CMC among the institutions that are now required to enter into performance contracts with the Colorado Commission on Higher Education (CCHHE). CCHHE negotiates a specific contract with each College based on that College's characteristics and goals. The College's performance under the contract will be used for the purpose of allocating future performance-based funding from the State. Dr. Tyndall explained the Key Performance Indicators in the contract which has been negotiated between Colorado Mountain College and CCHHE. Beth Bean from CCHHE was present and answered some questions about the terms of the contract.

ACTION: Trustee Denomy Moved to Approve the State of Colorado Performance Contract; Trustee Goudy Seconded the Motion and it carried unanimously.

9. Strategic Plan Discussion/Action

a. Strategic Plan process

Trustees Taylor and Brenner were part of the task force on the strategic planning process. Trustee Denomy felt we do not need a vote on process and that it has been well done. Board President Davis stated that the process will be voted on with the plan. The Board feels it is a good process and gave a polite nod to keep going forward with it.

b. Strategic Plan data collection

Board members were sent the data used to build the current strategic plan.

c. AQIP goals

VP of Institutional Effectiveness, Dr. Goel explained how the College's accreditation and AQIP projects work. The committee discussed 2 new projects: online registration and a virtual student center. Trustee Brenner would like to discuss IT and broadband capacity for the College. Dr. Tyndall stated the College is looking for 2 smaller targeted projects to finish by fall 2013 to align with the beginning of the new strategic planning cycle. Trustee Taylor would like to discuss serving the underserved; how we recruit, serve and retain the underserved is not seen in the current strategic plan.

Action Item: Debbie Novak to send current strategic plan to BOT before next meeting.

Action Item: Trustees please bring specific ideas on the Strategic Plan and AQIP projects to the December meeting or email to Dr. Jensen beforehand.

d. Adoption of Strategic Plan—tabled

ACTION: Trustee Denomy Moved to table the Adoption of the 2012-15 Strategic Plan until December, Trustee Goudy Seconded the Motion and it carried unanimously.

V. Discussion

A. Differential Tuition – Baccalaureate Programs

Dr. Tyndall, Mary Lehrman, Steve Boyd, Sunny Schmitt, Betty Bembeneck, and Rene Kuharski attended to discuss BAS, BS in Nursing, and the Teacher Education Degree programs, and whether the College should consider differential tuition in some programs based on costs. Staff explained the model it has developed to project costs and revenues in the various programs and overall financial performance of all baccalaureate programs combined. Data was shown on tuition rates for other similar programs around the state. Staff requested guidance from the Board. There were questions about the Teacher Education Degree, whether there is projected to be a sufficient demand for graduates, and requests for more information. Data requested: enrollment trends at other colleges over the years in the above programs. The Board encourages staff to move forward on the above programs and analysis.

Action Item: Send the BOT the PowerPoint that was presented. Trustee Goudy would like the graphs beforehand along with more information telling the Trustees why and what they are looking at.

VI. President's Report

- Dr. Jensen discussed the “gap analysis” and introduced consultant Debra Pain.
- Student experience: the College is working on improving the online registration process. Dr. Boyle updated the board on the process to date.
- This year’s enrollment shows a 3% increase in degree-seeking students and a 2.5% overall increase.
- Geographic Expansion requests: Salida is requesting more concurrent enrollment in an administration building near the high school. Grand County is still requesting a CMC presence in Kremmling. Dr. Jensen understands that the Board does not want to expand physically, but concurrent enrollment in facilities provided by others could be considered. He is looking for guidance.

Action Item: Debbie send out the bill (HB 09-1362)

Action Item: Send the BOT the letter that was sent to Grand County.

A true financial analysis for Chaffee County would be helpful along with a template as to how we can offer education in a cost effective way (looking for a model that works in our service area that might be able to be expanded to other areas.) Board members feel an incremental approach might be good.

ACTION ITEM: Do some research on Chaffee County, and investigate concurrent enrollment, financial background...etc. and report back.

VII. Discussion-Tabled

- A. Governance Model
 1. Board Powers, Duties, Roles & Responsibilities in relation to statutes
 2. Washington DC Trip Guidelines

VIII. Trustee Comments

Trustee Goudy commented on the GARCO sewing works and how it is teaching women how to sew and how to apply for a job, etc. It was suggested when speaking to our federal legislative liaison we ask him to look into contracts for sewing jobs.

Trustee Brenner asked about discussion being open and inviting leaders from campuses. President Davis is concerned about discussion being open and honest with staff members present. Trustee Taylor was concerned about the number of man hours that would be used sitting at this meetings and was wondering if that really is the best use of time. Discussion ensued about sending a couple representatives or leadership from the campus where the meeting is being held. Using a live feed was another idea discussed.

IX. New Business

- A. Agenda items for December meeting
 - 2012-2014 Strategic plan approval and comment.
 - Steering committee report for on the process for next strategic plan
 - Discussion about Domestic Partner criteria
 - Mill Levy
 - Reserves, including over/under
 - Audit report
 - Sprint Amendment
 - AQIP Goals – 2 nine month goals
 - More discussion on attendance?
 - Governance – Board duties and powers
 - ACCT Washington DC...
 - Audit committee report after Audit statement

Personnel employment attorney discussion and action.

The meeting was adjourned at 6 pm.

Dr. Anne Freedman

A handwritten signature in cursive script that reads "Anne Freedman".

Board of Trustees Secretary

Respectfully Submitted,

A handwritten signature in cursive script that reads "Debbie Novak".

**Debbie Novak
Recording Secretary**